**MOUNT ROSKILL GRAMMAR SCHOOL**



**MINUTES BOARD OF TRUSTEES MEETING**

**MONDAY 29 MARCH 2021**

At 5.30pm in the Conference Room

 Ms Pot welcomed everyone, a special welcome to Lorraine Vickery new staff representative and visitor Kome Lauano. The meeting for March was declared open at 5.30pm.

1 **PRESENT** M POT (Chairperson)

 G WATSON (Principal)

 S RATANA

 R MASON

 N PATEL

 A STEELE

 A RUSSELL

 L VICKERY

 S BAGWE (Student Trustee)

 **In Attendance**: T FOX (Minute Secretary)

K COLLINS (Associate Principal)

 K GAUDIN (Business Manager)

 K LAUANO

 **Apologies**: L KINIGI-BON

 (iii) *Conflict Of Interest:*

 There was no conflict of interest declared.

2 **MONITORING**

(i) *Principal’s Report:*

 The Principal’s report was received.

 (ii) *Finance Report*

 Ms Gaudin spoke to the finance report. The forecast for December is better than predicted with less expenditure than budgeted for.

 *New Accounting System*

Ms Gaudin reported that the new Xero system is in place and performing well.

3 **STUDENT TRUSTEE REPORT**

 Sonam gave a verbal report.

4 **STRATEGIC DISCUSSIONS**

(i)  *Committees:*

5 **ADMINISTRATION**

(i) *Correspondence:*

Discussed in-committee.

(ii)*Minutes:*

 ***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(A Steele)* ***THAT MINUTES OF THE BOARD OF TRUSTEES FEBRUARY MEETING HELD ON MONDAY 1 MARCH 2021 BE ACCEPTED AS TRUE AND ACCURATE RECORDS OF THE PROCEEDINGS (CARRIED)***

***It was resolved***

 **THAT IN TERMS OF SECTION 47 OF LOCAL GOVERNMENT OFFICIAL INFORMATION ACT 1989 THE PUBLIC BE EXCLUDED FROM THIS PART OF THE MEETING FOR THE REASON THAT DISCUSSION OF THIS MATTER IN PUBLIC WOULD INFRINGE THE PRIVACY OF A NATURAL PERSON UNDER SECTION 9(2)(a) OF THE OFFICIAL INFORMATION ACT 1982.**

 **Into Committee:** (7.15pm) **MOVED** (M Pot) **SECONDED** (R Mason)

 **Out of Committee:** (8.00pm) **MOVED** (M Pot) **SECONDED** (R Mason)

6 In committee discussions reported out of committee:

 ***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(G Watson)* ***THAT THE BOARD INVITE KAREN COLLINS AND KARYN GAUDIN TO BE PART OF THE IN-COMMITTEE MEETING TO ASSIST WITH DISCUSSIONS (CARRIED)***

 Staff *Resignations: Jane Wilson & Gillys Miller*

 ***IT WAS MOVED*** *(G Watson)* ***SECONDED*** *(M Pot)* ***THAT THE BOARD ACCEPT THE RESIGNATIONS OF***

 ***JANE WILSON AND GILLYS MILLER EFFECTIVE FROM 7 MAY 2021 (CARRIED)***

**Vouchers**

 *February 2021:*

 ***IT WAS MOVED*** *(M Pot)* ***SECONDED*** *(L Vickery)* ***THAT THE BOARD APPROVE THE MONTHLY***

 ***PAYMENTS FOR FEBRUARY 2021 AMOUNTING TO $530,075.47 (CARRIED)***

**DATE OF THE NEXT MONTHLY MEETING: MONDAY 3 MAY 2021**